

January 10, 2003

TO: Board of Selectmen, Sewer Commissioners

FROM: Trey Shupert, Chairman

SUBJECT: Selectmen and Sewer Commissioners Report

JANUARY 13, 2003
MEETING BEGINS AT 6:30 P.M.

******Note this meeting begins at 6:30******

I. CITIZEN'S CONCERNS

II SEWER COMMISSIONER'S BUSINESS

1. **7:05 SEWER RATE SETTING** – Enclosed please find recommendations and staff comments for Board consideration.

III. PUBLIC HEARINGS & APPOINTMENTS

2. **6:30 MIDDLESEX COUNTY RETIREMENT** – The Board will make a presentation to our legislators in the subject regard.
3. **7:10 STARBUCKS SITE PLAN SPECIAL PERMIT AND COMMON VICTUALER CONTINUATION**
4. **7:15 BEER AND WINE PACKAGE STORE APPLICATION – WAYSIDE MANAGEMENT CORP. 48 POWDER MILL ROAD** – Enclosed please find application and staff comments for your review.
5. **7:30 SITE PLAN SPECIAL PERMIT 11/18/98-366 AMENDMENT– ACTON ASSISTED LIVING – DEVON DRIVE** – Enclosed please find materials in the subject regard for Board review.
6. **7:45 EDIC** – Members of the EDIC will be in to discuss outstanding issues.
7. **8:00 AT & T BROADBAND PERFORMANCE HEARING CONTINUED FROM DECEMBER 16, 2002**
8. **9:00 BOSTON GLOBE'S RECENT RACIAL PROFILING ARTICLE** – Chief Widmayer will be in to discuss this with the Board.

IV. SELECTMEN'S BUSINESS

9. **BANNER REQUEST** – Enclosed please find a memo from staff regarding the placement of a Banner and A-frame signs to advertise performances by the Commonwealth Ballet, who are located in South Acton at the Littleton High School for Board action.
10. **STREET ACCEPTANCE** – Enclosed please find the initial Street Acceptance Documents prepared by the Town Engineer for Board signature .

11. COMMITTEE APPOINTMENT – ASSOCIATE MEMBERS TO THE RECREATION COMMISSION – Enclosed please find applications from Michele M. Zaremba and Ronald Schlegel and VCC's recommendation for appointment with an expiration date of June 30, 2004, for Board action.

12. OTHER BUSINESS

V CONSENT AGENDA

13. ACCEPT MINUTES – Enclosed please find the Minutes of December 2, 2002 for Board acceptance.

14. ONE DAY LIQUOR LICENSE – Enclosed please find a request for a One Day Liquor License in conjunction with the Acton Barn Preschool's Annual Auction for Board action.

15. ACCEPT GIFT – Enclosed please find a request for Board acceptance of a gift of \$500 from Alison Gallagher to be used to produce a video on NARA Park for Board acceptance.

16. ACCEPT GIFT – Enclosed please find a request from the West Acton Citizens' Library to accept two money gifts for Library use for Board acceptance.

17. ACCEPT GIFT – Enclosed please find a request from the West Acton Citizens' Library to accept a gift of \$800.00 from the Friends of the Acton Libraries for Library use for Board acceptance.

18. ACCEPT GIFT – Enclosed please find a request from the Land Stewardship Committee for acceptance of a gift of money to produce the Conservation Trail Guide for Board action.

19. ACCEPT GIFT – Enclosed please find a request from the Acton Commission on Disability for acceptance of a gift of \$600.00 from the West Acton Business and Professional Association to be used to purchase a voice activated box at the orientation station at the Acton Arboretum for Board action.

VI. TOWN MANAGER'S REPORT

VII EXECUTIVE SESSION

ADDITIONAL INFORMATION

Enclosed please find additional correspondence that is strictly informational and requires no Board action.

FUTURE AGENDAS

To facilitate scheduling for interested parties, the following items are scheduled for discussion on future agendas. This IS NOT a complete Agenda.

Jan. 27 – Bond Sale, Class I Enterprise Rent a Car

Feb 10 – Palmer Kennels Site Plan, Concord Connection Site plan Special Permit 136 Main Street

Feb 24

March 3 – Street Acceptance
March 10 – Mock Town Meeting

GOALS 2002-2003

1. Labor Negotiations & Improve Labor Relations environment (Peter/Trey)
2. Improve Communication with Town Boards (Peter/Trey)
Implement Chairman Round Table - (Trey) *(for Dec/Jan)*
Revisit 2020 Planning Process for direction to make this process more beneficial towards
Implementation of long-term vision (Trey).
3. Towne Building Reuse (Walter/Dore/Peter)
4. ALG process be used for purpose of Budget Planning for FY04 (Walter/Trey)
5. Residential and Commercial Growth (Walter/Pam) *(PCRC EDC – Continuing to meet)*
6. Open Space and Recreation Plan (Peter/Walter) Completed
7. Health Insurance Trust Agreement (Peter) *(Peter still working on getting comments from Water District.)*
8. Decision on Pentamotion Accounting System (Dore/Peter) *(Proposals are being looked at by staff)*
9. Process Planning for "Life after NESWC" (Pam/Peter) *(John Murray is looking at this)*
10. Joint IT process-organizational change (Walter/Dore) (
11. Implement an on-going Public Relations campaign regarding budgetary situation (Trey/Walter) *(ALG put plan in place A/B)*
12. Provide looking at salary levels in the organization, include liaison with Personnel Board (Trey /Peter) *(Need to look at budget)*
Based upon results of Salary Survey, conduct a through review of current salary levels (Trey/Peter) *(Need to look at budget override for Operating budget)*
13. Broader community interface with Emerson Hosp.- Board of Health to take elder issues on (Pam)
14. Recreational field lack of space, prison land etc. (Walter)
15. Middlesex Pension alternatives (Walter)

GOALS carried forward

16. Public Safety Facility (Dore/Trey)
17. Determine future of Vaillancourt House - 17 Woodbury Lane. (Pam) *(No dialogue thus far as budgets have had the bottom fallout, Historical Commission issue and seek suggestions)*

Goals 2003-Selectmen folder